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Career Placement Office
The Center for Career and Life Development
SSC #140
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GAUCHO JOBS PRIVACY STATEMENT

PRIVACY STATEMENT:

The Center for Career and Life Development (CCLD) at Saddleback College is committed to providing its users good privacy practices regarding electronic personal information. All data collected for our job listing/resume database and on-campus recruiting services are stored on NACELink secure servers. Information collected is used to provide and tailor services to our customers. It is also used to construct aggregate reports that assist us in program planning.

The system for providing the job listing/resume database and the on-campus recruiting service uses “cookies” and may collect system information such as IP address and browser version. This system is provided by the Saddleback College CCLD in partnership with two non-profit associations – the National Association of Colleges and Employers (NACE) and DirectEmployers Association, Inc. All privacy policies for our partners have been reviewed by the Center for Career and Life Development and are accessible through the footer on each page of Gauchos Jobs.

Collection and access to student information is governed by campus and federal policy under the Federal Family Educational Rights and Privacy Act ([FERPA](#)), as well as the Electronic Communications Policy of the Saddleback College ([BP 4000.2](#)). All of our users’ information is considered confidential and its use is restricted to the Saddleback College CCLD Career Services Center staff, on an as needed basis.

If you have any questions, concerns, or complaints regarding this Privacy Policy or privacy issues relating to Gauchos Jobs, please [contact](#) us.

MODIFYING PERSONAL INFO ON GAUCHO JOBS:

Students/Alumni – You may change or correct your personal information at any time. Simply login to your account, go to *Profile*, and you will find options for editing the information you have submitted.

Employers – You may change or correct your organization and/or contact information at any time. Simply login to your account, go to *Account*, and you will find options for editing the information you have submitted.

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